

Manual preliminary grant application form

Call for Proposals 2025

Please consult the documents “Algemene Subsidievoorwaarden MDL Fonds” and “Subsidievoorwaarden MDL Fonds Call 2025”, for more information.

A copy of the complete preliminary grant application form in Word format should be sent to research@mdlfonds.nl before Monday 3th of March 2025 at 12:00 (noon). This copy should include digital signatures.

General guidelines for filling in the preliminary grant application form

- Fill in the form in English and do not exceed the maximum of 1300 words for the summary excluding five relevant publications. Signatures (point II) are allowed on an extra page. Use font Calibri, size 10
- Do not send appendices with your application as these will not be included into the judging process.
- Incomplete forms or forms to which the guidelines are not applied will not be taken into consideration.
- Hyperlinks are not allowed.

Guidelines General Information

1. Title and Dutch Summary

Fill in the title of the project and give a Dutch Summary of the project with a maximum of 200 words which is understandable for the layman.

2. Institute and department

Fill in the name of the applying institute and department.

3. Project leader

Fill in the name of the project leader, including title(s) and the name and address of the applying institute. This address will be used for correspondence. The project leader must have a position at the applying research institute for the duration of the project and must have a PhD degree. If applicable, contact details of a second project leader can be noted.

4. Career Development Grant (if applicable)

- Fill in University and study/main subject.
- Fill in University, supervisor (“promotor”), date and title of thesis.
- Please specify per appointment: number of fte and permanent/fixed term (“tijdelijk”)
- Outline the content of your research over the last five years.
- List activities such as long or short study visits abroad, international collaborations, etc.
- Include for example, membership of editorial boards, posts on committees and involvement in the organization of conferences
- List any research scholarships/grants for which you personally have successfully applied or prizes you have won in the last five years and the amount of money involved
- Please only include manuscripts which have been accepted for publication or which have already been published as part of the recognized literature. In each case, list: the author(s), date, title of the publication, journal of series in which the publication appeared, volume, page numbers, and (if applicable) publisher and place. Please include impact factors and number of citations

- Describe your motivation for this research and what you hope to achieve in the next 5 to 10 years (max 200 words).

5. Project Group

Fill in the fields with names, disciplines, institutions and time of every project member that is spent on this project during the project.

6. Type, theme, follow up and duration of research

Specify the type of research: translational or clinical. Furthermore, indicate the theme your proposed study will focus on. Ensure to state the project-number of the earlier funded research project when your research is a further development and/or implementation of an already funded project by MDL Fonds. Fill in the duration of the research project in months or years.

7. Budget

State in broad terms what resources will be required to conduct the proposed research. The cost estimates should cover the entire period of the grant. List the nature of the post and both the intensity of the appointment (in fte – full time equivalent) and the total duration of the appointment. The maximum of the grant for larger projects over a period of maximum 4 years is €260.000. The maximum of the grant for smaller projects over a period of maximum 2 years is €160.00.

For the parts concerning personnel type and total costs personnel, the MDL Fonds follows the document “Akkoord bekostiging wetenschappelijk onderzoek” as specified by the NWO. The most recent version of the personnel costs for project employees can be found on the website of the NWO: <https://www.nwo.nl/financiering/hoe-werkt-dat/salaristabellen>.

Report whether and how much financial support from other funds has been requested or received. In the case this is requested, one should indicate when a decision is to be expected and under what conditions this grant is or will be assigned. If not requested, this should be explicitly reported.

8. Signatures

The digital signature of the project leader should be included. With this signature the project leader declares the following: *“I certify that the statements herein are true, complete and accurate to the best of my knowledge. I agree with the conditions listed in the documents “Algemene Subsidievoorwaarden MDL Fonds” and “Subsidievoorwaarden MDL Fonds call 2025”.*

The digital signatures of all other members of the project group and of the head of the department/institute should be included. These signatures indicate agreement with the grant conditions 2025 of the MDL Fonds.

Guidelines Project Summary

Do not exceed the maximum of 1300 words.

In the case of patient-related research, we would like to refer you to the ‘Consolidation of the standards of reporting trials’ (CONSORT) checklist, which is published in JAMA, The Lancet and the British Medical Journal. Following this model will help you to cover all the issues involved with a trial.

9. Title

10. Background

11. Hypothesis

12. Objective

13. Relevance for the patients or end users

Describe what and how the project will deliver for the specific patient populations or risk groups.

14. Patient Participation

Elaborate on the participation of patients during design and execution of the project. Please consult the website of INVOLV for more information and tools to involve the patients in your project. [Kickstarter voor onderzoekers | INVOLV](#).

15. Methods

Describe in more detail the methods that will be used in the study. Elaborate on the study design and why this is appropriate for this study. Mention the inclusion and exclusion criteria of the study population and describe the sample size calculation. Elaborate on the samples (if applicable). And describe the analysis of the study population like parameters, methods and interventions and machine or software if applicable.

Give an overview of the work plan for each year the grant is applied for including milestones.

16. Anticipated results

17. List five relevant publications concerning this application.

Guidelines Appendix A International Experts

The MDL Fonds uses international experts to review the MDL Fonds Call 2025 Grant proposals. List five international experts, without Conflict of Interest, whom we might contact to review this project.